

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 05/23/2019		2. CONTRACT NO. (If any) 68HERH19D0022		6. SHIP TO:	
3. ORDER NO. 68HERH19F0197		4. REQUISITION/REFERENCE NO. PR-OCSPP-19-00289		a. NAME OF CONSIGNEE OCSPP DC	
5. ISSUING OFFICE (Address correspondence to) HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS USEPA OCSPP (Division), MC: RM: WJC East Building 1201 Constitution Ave, NW	
				c. CITY Washington	e. ZIP CODE 20004
7. TO: David Sprague				f. SHIP VIA	
a. NAME OF CONTRACTOR SRC, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 7502 ROUND POND ROAD				REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY NORTH SYRACUSE		e. STATE NY	f. ZIP CODE 132122558	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT	
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION Destination	b. ACCEPTANCE Destination				
16. DISCOUNT TERMS					

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 063053771 Support OPPT Tool and Model Development under TSCA 68HERH19D0022/68HERH19F0197 (formerly RFTOP Task Order 7) Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$110,000.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts						\$921,726.30
c. CITY Durham			d. STATE NC	e. ZIP CODE 27711		17(i) GRAND TOTAL	

22. UNITED STATES OF AMERICA BY (Signature) 05/23/2019

ELECTRONIC SIGNATURE

23. NAME (Typed)
Genine McElroy
TITLE: CONTRACTING/ORDERING OFFICER

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO
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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 05/23/2019	CONTRACT NO. 68HERH19D0022	ORDER NO. 68HERH19F0197
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	TO COR: Tracy Wright 202-564-9923 Wright.Tracy@epa.gov Alt. TO COR: Amuel Kennedy 202-564-7609 Kennedy.Amuel@epa.gov TOCOR: Tracy Wright Max Expire Date: 05/22/2024 Admin Office: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Accounting Info: 19-20-B-69A-000CD6-2505-TCXT000-1969AC9019-0 01 BFY: 19 EFY: 20 Fund: B Budget Org: 69A Program (PRC): 000CD6 Budget (BOC): 2505 Job #: QT456ZZZ Cost: TCXT000 DCN - Line ID: 1969AC9019-001 Period of Performance: 05/23/2019 to 05/22/2020					
0001	Base Year: Task Order Type: T&M Hours 1440.00 NTE: \$177,445.68 Period of Performance: 05/23/2019 - 05/22/2020				110,000.00	
0002	Option 1 Task Order Type: T&M Hours 1440.00 NTE: \$180,981.04 Period of Performance: 05/23/2020 - 05/22/2021 (Option Line Item) 03/22/2020				Option	
0003	Option 2 Task Order Type: T&M Hours 1440.00 NTE: \$184,588.48 Period of Performance: 05/23/2021 - 05/22/2022 Continued ...				Option	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$110,000.00

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO
3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
05/23/2019	68HERH19D0022	68HERH19F0197

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0004	(Option Line Item) 03/22/2021 Option 3 Task Order Type: T&M Hours 1440.00 NTE: \$184,588.48 Period of Performance: 05/23/2022 - 05/22/2023 (Option Line Item) 03/22/2022				Option	
0005	Option 4 Task Order Type: T&M Hours 1440.00 NTE: \$190,441.16 Period of Performance: 05/23/2023 - 05/22/2024 (Option Line Item) 03/22/2023 The obligated amount of award: \$110,000.00. The total for this award is shown in box 17(i).				Option	
TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))					\$0.00	



ENVIRONMENTAL PROTECTION AGENCY

Support for OPPT Tool and Model Development

CONTRACT: 68HERH19D0022

TASK ORDER NUMBER: 68HERH19F0197

PROJECT TITLE: Support for OPPT Tool and Model Development

TOCOR: R. Tracy Wright

Alternate: Amuel Kennedy

A. PERFORMANCE WORK STATEMENT (PWS)

A1. Background and Purpose

Background

The Risk Assessment Division (RAD) of the Office of Pollution Prevention and Toxics (OPPT) of the United States Environmental Protection Agency (EPA) is responsible for health and environmental hazard and risk evaluations of chemicals regulated under the Frank R. Lautenberg Chemical Safety for the 21st Century Act. The Frank L. Lautenberg Chemicals Safety for the 21st Century Act amends the Toxic Substance Control Act (TSCA) (<https://www.epa.gov/assessing-and-managing-chemicals-under-tsca/frank-r-lautenberg-chemical-safety-21st-century-act>). The Contractor shall be familiar with the amended law to ensure that technical products abide to the scientific standards that EPA must meet when preparing technical products supporting OPPT's risk evaluations.

The mission of OPPT is to assure that new and existing industrial chemicals are designed, manufactured, processed and used in ways that maximize their benefits to society and minimize their impacts on human health and the environment; encourage the replacement of older, more hazardous chemicals and technologies with new, safer alternatives; and work to harness the use of pollution prevention technologies, whenever feasible.

This task order supports the development and improvement of both current and novel predictive tools and models for assessing the risks of new and existing chemicals under the Frank R. Lautenberg Chemical Safety for the 21st Century Act. EPA often has limited empirical hazard and exposure data for assessing the risks of new chemicals. Thus, EPA has developed tools and models to make predictions concerning the chemical identity, physical/chemical properties, environmental transport and partitioning, environmental fate, environmental toxicity, engineering releases to the environment, environmental concentrations, and hazard potential (i.e., carcinogenicity). Below are some examples of tools and models that are currently being used:

- The Analog Identification Methodology (AIM) is a program that uses read-across approaches to facilitate analog analysis and data identification to help EPA with the prediction of potential hazards of untested chemicals. <https://www.epa.gov/tsca-screening-tools/analog-identification-methodology-aim-tool>
- The Ecological Structure Activity Relationships (ECOSAR) program is a computerized predictive system that estimates aquatic toxicity. <https://www.epa.gov/tsca-screening-tools/ecological-structure-activity-relationships-ecosar-predictive-model>

- The Chemical Assessment Clustering Engine (ChemACE) is a clustering tool designed to assist in the review and prioritization of large inventories of chemicals and to facilitate read across and data gap filling for untested substances.
- Estimation Programs Interface Suite (EPI Suite™) is software that estimates properties related to a chemical's environmental fate and transport. <https://www.epa.gov/tsca-screening-tools/epi-suite-estimation-program-interface> (another task order will support the revisions and maintenance of this tool).

This is not meant to be an exhaustive or comprehensive list. OPPT is finding and evaluating novel applications and refinement of these tools to assist the Agency with assessment activities of new and existing chemicals and may consider additional tools, or new approach methodologies (NAMs), to support these activities as needed.

Purpose

This Performance Work Statement (PWS) provides technical support for the development, maintenance and refinement of OPPT's predictive tools and models for use in hazard and exposure assessments of new and existing chemicals.

The Contractor will develop technical products and/or provide scientific expertise to support these activities, including, but not limited to, development and refinement of OPPT's computerized tools and models, chemical/class specific case studies, model maintenance, Quality Assurance and/or Quality Control project plans and/or work products, and related tasks that will be clarified as indicated in the PWS.

A.2 Scope of Work

The purpose of this procurement is to provide technical assistance and support for development, refinement and maintenance of OPPT predictive tools and models.

The Contractor will be required to access confidential business information (CBI) as part of the process of developing and/or updating tools and models. CBI access will occur in secured spaces either remotely or in the EPA William Jefferson Clinton building. The Contractor shall supply the necessary resources required for the performance of non-CBI tasks (e.g., public database searching). The scientific quality of assessments, reports, model tools, statistical programs and software, and their timely preparation in accordance with negotiated schedules, are of paramount importance in the performance of this contract.

The Contractor shall have the necessary technical and scientific expertise, knowledge and experience to successfully perform the tasks identified below. In addition, the Contractor shall have a quality assurance/quality control program that maintains the quality of products, as well as an ongoing training program. These requirements are intended to ensure that the contract staff produce quality products. Feedback from OPPT on needed improvements will be communicated to the Contractor staff. The Contractor shall maintain and make available upon request complete documentation of QA/QC practices and procedures.

Performance of work under this contract shall be initiated by competitive task orders issued by the Contracting Officer and will encompass tasks in the areas discussed below in Section III (TASKS).

B. TASKS

TASK 1: Project Management and QAPP requirements

Project Management

The Contractor shall provide a Project Manager. The Contractor Project Manager shall report on all aspects of the objectives and progress of this contract to the designated EPA Contracting Officer (CO) and Task Order Contracting Officer Representative (TOCOR) via email, through monthly reports. The Contractor Project Manager also plans, conducts and supervises Task Order (TO) projects, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. The Contractor Project Manager provides advice and counsel to other professionals. The Contractor Project Manager shall notify via email the relevant EPA TOCOR/Alternate TOCOR of any significant difficulties in accomplishing the task listed in the TOs.

In cases where performance objectives and minimum Acceptable Quality Levels (AQLs) are not being met, the Contractor Project Manager will make every effort to immediately correct the problems to ensure customer satisfaction. If the problem persists, the Project Manager will submit a plan of corrective action to the EPA TOCOR and the Contract Level COR. The Contractor Project Manager shall ensure that the approved Quality Assurance (QA)/Quality Control (QC) process is followed to ensure the quality of its products.

QAPP Requirements

Quality Assurance: The Quality Management Plan, the QAPP for Tasks 2 through 6. The Contractor shall adhere to the Quality Management Plan that is tailored for this contract.

This Task Order involves the use of existing data. Accordingly, EPA policy requires that an approved Quality Assurance Project Plan (QAPP) be in place before any work begins that involves the collection, generation, evaluation, analysis or use of environmental data. The QAPP must be consistent with EPA Requirements for Quality Assurance Project Plans: EPA QA/R-5 (<https://www.epa.gov/sites/production/files/2015-06/documents/g5-final.pdf>).

The Contractor shall prepare and submit for EPA review a draft QAPP for Tasks 2 through 6 within 10 days of selection and **before the initiation of the rest of the task order.**

EPA will review the Contractor's draft QAPP and provide the Contractor with written approval or written comments. If needed, the Contractor shall submit a revised QAPP within 5 business

days of receipt of the written comments on the draft QAPP, unless otherwise instructed by the EPA TOCOR.

Under no circumstances shall the Contractor engage in activities involving the generation, collection, evaluation, analysis, or use of environmental data until the Contractor receives written notification from the EPA TOCOR that EPA has approved the Contractor's QAPP. No work on the conduct of environmental data operations can begin until EPA approval of the QAPP is obtained. Work not related to environmental data operations such as scoping how environmental data may be searched for or summarized once available including refinement of keywords, criteria, or report templates may begin prior to QAPP approval.

All QA documentation, including the QAPP, prepared under this TO, shall be considered non-proprietary, and shall be made available to the public upon request.

Additional QA Documentation Required

In addition to the requirements described above, all major deliverables (e.g., Code changes, web interface changes, Technical Support Documents, Study Reports, Study Plans, etc.) produced by the Contractor under this TO must include a discussion of the QA/QC activities that were or will be performed to support the deliverable. The Contractor shall immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this TO, with recommendations for corrective action.

The Contractor also shall provide EPA with monthly reports of QA-related activities performed during implementation of this TO. These monthly QA reports shall identify QA activities performed to support implementation of this task order, problems encountered, deviations from the QAPP, and corrective actions taken. The Contractor may include this as a part of the contract-required monthly financial/technical progress report. The Contractor shall notify the EPA TOCOR at any time during the task order if changes to the QAPP are warranted (e.g., due to organizational changes, revised technical approaches).

If, during the Period of Performance of this TO, the EPA TOCOR determines revisions to the QAPP are necessary, the Contractor shall submit a draft revised QAPP, including the revision summary, within 5 business days after receiving written technical direction to do so. EPA will review the draft revised QAPP and provide the Contractor with written approval or comments. The Contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft revised QAPP.

Since this task order involves the collection, evaluation, and use of environmental data by and for the Agency, the Contractor shall implement a quality system that meets ANSI standard E4-2014 and prepare a QAPP following EPA guidelines.

TASK 2: Reporting Requirements

The Contractor shall write and submit monthly progress reports to the EPA Task Order Contracting Officer Representative (TOCOR). Progress reports shall describe completed work during the invoice period and should link to charges described in invoice documentation.

Routine progress reports shall include for each project involving the Contractor a written monthly technical report containing: (a) an overview of work accomplished to date since project inception (b) a description of work accomplished during the month, (c) a summary of QA/QC activities since project inception including a summary of corrective action taken (d) a brief summary of anticipated work during the following month, (e) a summary and details of the level of effort (LOE) and costs incurred for each task during the month and cumulatively, and (f) total remaining budget. This report shall also be issued to the Contract Level COR. Routine progress reports shall be delivered electronically; paper copies are not needed.

The Contractor shall notify the TOCOR and CO when 75, 90, and 100% of approved budget has been expended.

Failure to submit monthly progress reports with the information required will result in the suspension of the invoice until such supporting documentation is provided. Any deviations from the project such as deliverable schedules, scope of work, or budget require approval from the EPA CO. The EPA CO may also initiate verbal communications with the Contractor on an as needed basis to determine project status.

Deliverable: Monthly Progress Reports shall be submitted to the EPA COR within three (3) calendar days of invoice submission to EPA. Minimal level of effort required for this deliverable.

TASK 3.1: Current Model Development, Refinement and Maintenance

The Contractor shall provide information technology (IT) and scientific expertise to further support development and refinement of EPA computerized tools and models, including, but not limited to, ECOSAR, AIM, and ChemACE, upon technical direction from the EPA TOCOR. ECOSAR version updates, AIM-CBI data import/export changes, as well as the development of a consolidated 8e database are examples of anticipated work for this task.

EPA shall provide available data and work completed to date. Contractor may propose additional approaches and data sources for EPA consideration. Any new code, scripts or data shall be made available to EPA for public release. Unless the Contractor proposes another method of delivery that is accepted by the EPA, Contractor shall utilize open-source or freely available toolkits and libraries. The Contractor shall maintain and provide any code developed for this project in a versioning repository such as, but not limited to, Github or BitBucket. The Contractor shall further provide documentation and supporting information (e.g., updated user and installation manuals, data sets, etc.) for modifications and/or updates made to existing tools and models that substantiate revisions in the versioning of the application after consultation with EPA.

TASK 3.2 Training on Current Model Changes

The Contractor shall provide training support to EPA scientists for updates to existing tools and models such as AIM and ECOSAR, OECD QSAR, as well as any new tools or models. The training support may take several forms such as webinars, face-to-face training events, and/or the provision of training materials and SOPs. Contractor travel required for face-to-face training events will be covered by EPA. The Contractor shall provide training as negotiated with the TOCOR after delivery of the products.

TASK 4.1: Data Gathering and Validation for Current OPPT Model Development

The Contractor shall provide support for EPA chemical assessment activities through collection, evaluation, and validation of data. The Contractor shall gather data, as needed, to support model development, refinement and maintenance (task 3). This work is anticipated to include CAS and structure updates for AIM, data and reference identification and retrieval for ECOSAR updates, including chemical class creations, and chemical/category reports, but may also include additional information through continued iteration of model development and as directed by the TOCOR. The Contractor shall maintain and provide any new data developed for this project in an enterprise database system such as, but not limited to, Oracle, MySQL, and/or PostgreSQL. The Contractor may also assist and coordinate efforts to migrate existing data stores to newer database systems through mapping, ETL (extract, transform, load) operations and/or other related activities as directed by the TOCOR. Any new code, scripts or data shall be made available to EPA for public release. Unless the Contractor proposes another method of delivery that is accepted by the EPA, Contractor shall utilize open-source or freely available toolkits and libraries. The Contractor shall further provide documentation and supporting information (e.g., updated user and installation manuals, data sets, databases, etc.) for modifications and/or updates made to existing databases/datastores after consultation with EPA.

TASK 4.2: Data Tagging

The Contractor shall incorporate metadata tags to CBI and non-CBI information that EPA determines to be important for developing and/or updating databases, tools and models on a schedule as negotiated with the TOCOR. Additional tagging may also be developed through continued iteration of model development and as directed by the TOCOR.

TASK 5: IT Platform Development and Maintenance

The Contractor may support IT platform changes or maintenance as directed by the TOCOR. This may include, but is not limited to, designing application programming interfaces (APIs), web-based applications, and integration of databases with applications through database connectors such as ODBC/JDBC. Any new code, scripts or data shall be made available to EPA for public release. Unless the Contractor proposes another delivery method that is accepted by EPA, Contractor shall utilize open-source or freely available toolkits and libraries. The Contractor shall maintain and provide any code developed for this project in a versioning repository such as, but not limited to, Github or BitBucket. The Contractor shall further provide documentation and supporting information (e.g., updated user and installation manuals, data sets,

etc.) for modifications and/or updates made to existing IT platform that substantiate revisions in the versioning of the application after consultation with EPA.

TASK 6.1: IT and Science Support for Exploration of Future Applications

The Contractor may assist in exploring novel and/or new applications of current OPPT predictive tools and models to support Agency programs and initiatives as directed by the TOCOR. This support may include, but is not limited to, providing products such as chemical/class-specific case studies (e.g., Lung effects category, development of new chemical categories) or may involve the identification, development and/or integration of new approach methodologies (NAMs) to support regulatory needs under TSCA. The contractor may assist in the development, refinement and/or determination of equivalence of NAMs for use in a regulatory context. This activity may also include the development and testing of relevant performance metrics for selected NAMs.

TASK 6.2: Training on Models and Tools (e.g., NAMs)

The Contractor shall provide training support to EPA scientists for tools and models developed under Task 6.1 such as new approach methodologies (NAMs) to support regulatory needs under TSCA. The training support may take several forms such as webinars, face-to-face training events, and/or the provision of training materials and SOPs. Contractor travel required for face-to-face training events will be covered by EPA. The Contractor shall provide training as negotiated with the TOCOR after delivery of the products.

C. REPORTING REQUIREMENTS AND SCHEDULE OF BENCHMARKS & DELIVERABLES:

As described in Task 2 and in the invoice instructions, the Contractor shall provide a monthly report to the CO, COR and TOCOR which identifies project staff and all activities and milestones associated with the TO assignments planned and in progress.

As per the TO or request for a proposal, the Contractor shall provide the Agency with a proposal within the timeframe specified for this TO. The EPA CO, CORs, or panel members will review the proposal and provide the Contractor with an approval or disapproval, and revision (if necessary) in writing. The timelines will proceed as stipulated in the request for a proposal or Contract.

The Contractor shall prepare a QAPP for this TO. EPA Requirements for Quality Assurance Project Plans (QA/R-5).

For most deliverables, the EPA COR will assign tentative due dates and instructions when work is routed to the Contractor. If within three business days, the Contractor expresses no concern regarding the due date; the date shall be deemed settled by tacit agreement.

Standard Cybersecurity tasks included at the contract level apply to software development activities under this task.

SPECIFIC SCHEDULE OF DELIVERABLES:

Tasks	Deliverables	Schedule
Task 1	Project Management and QAPP	QAPP within 10 days of task order award
Task 2	Monthly progress reports	Monthly reports within 3 days of invoice submission.
Task 3	Models Development, Refinement, and Maintenance	The Contractor and the EPA TOCOR will negotiate the schedule for the deliverables.
Task 4.1	Data Gathering and Validation for Current Model Development	The Contractor and the EPA TOCOR will negotiate the schedule for the deliverables.
Task 4.2	Data Tagging	The Contractor and the EPA TOCOR will negotiate the schedule for the deliverables.
Task 5	IT Platform Development and Maintenance	The Contractor and the EPA TOCOR will negotiate the schedule for the deliverables.
Task 6a	IT and Science Support for Exploration of Future Applications	The Contractor and the EPA TOCOR will negotiate the schedule for the deliverables.
Task 6b	Training	The Contractor and the EPA TOCOR will negotiate the schedule for the deliverables.

D. DELIVERABLES

For each deliverable submitted electronically, the Contractor shall submit electronic copies to EPA in a format that EPA can support. Unless the Contractor proposes another method that is accepted by EPA, Contractor shall utilize open-source or freely available toolkits and libraries. The Contractor shall maintain and provide any code developed for TO in a versioning repository such as, but not limited to, Github or BitBucket. The Contractor shall further provide documentation and supporting information (e.g., updated user and installation manuals, data sets, etc.) for modifications and/or updates made to existing tools and models that substantiate revisions in the versioning of the applications after consultation with EPA.

F. ACCEPTABLE QUALITY LEVEL FOR TASKS

See Attachment: Quality Assurance Surveillance Plan

Performance Criteria Analysis – TASKS		
Performance Indicator	Standard	Acceptable Quality Level (AQL)
Timely submission of report	Reports submitted within time frame pre-negotiated with Task Order COR	95%
Free of substantive technical, guideline, or format errors	Reports submitted with zero substantive errors including but not limited to discrepancies, omissions, inaccuracies, and/or inappropriate data evaluation	95%

F.1 Method of surveillance

Final deliverables prepared by the Contractor undergo a secondary review process in OPPT. Each report has a designated EPA reviewer. The EPA reviewer conducts a review of the Contractor's deliverable. The EPA reviewer will provide feedback to the TOCOR to send back to the Contractor should revisions be needed. The TOCORs will compare agency due dates or approved revised due dates to completed date of reports, quarterly and calculate the percentage of late reports. See attachment J.5 of this RFTOP.

F.2 Period of Performance

Base: 12 months from award date
Option 1: 12 months from option exercise
Option 2: 12 months from option exercise
Option 3: 12 months from option exercise
Option 4: 12 months from option exercise

G. TASK ORDER TYPE

Time and materials

H. INSPECTION AND ACCEPTANCE

H.1 Quality Assurance Project Plan

The contractor shall submit the following quality system documentation to the CO at the time frames identified below:

	Documentation	Specifications	Due
X	Quality Assurance Project Plan for the Task Order	EPA Requirements for Quality Assurance Project Plans (QA/R-5) [dated 03/20/11]	10 days after award of Task Order

This documentation can be found on the following EPA website – <https://www.epa.gov/quality/epa-gar-5-epa-requirements-quality-assurance-project-plans>

This documentation will be prepared in accordance with the specifications identified above or equivalent specifications defined by EPA.

The Government will review and return the quality documentation, with comments, and indicating approval or disapproval. If necessary, the contractor shall revise the documentation to address all comments and shall submit the revised documentation to the government for approval.

The contractor shall not commence work involving environmental data generation or use until the Government has approved the quality documentation.

I. TASK ORDER ADMINISTRATION DATA

I.1 Contract Administration Representatives

Contracting Officer: Genine McElroy, McElroy.Genine@epa.gov

Contract Level Contracting Officer's Representative: Bryan Lobar

Task Order Contracting Officer's Representative (TOCOR): Tracy Wright,
Wright.Tracy@epa.gov

Alternate TOCOR: Amuel Kennedy, Kennedy.Amuel@epa.gov

J. INVOICING

Invoices shall be submitted in accordance with contract clause G.3 EPAAR 1552.232-70 SUBMISSION OF INVOICES. (JUN 1996) - ALTERNATE I (JUN 1996).

(End of Clause)

K. TASK ORDER CLAUSES

K.1 FAR 52.217-9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the contractor within 5 calendar days before the expiration of this contract; provided that the Government gives the contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this Task Order, including the exercise of any options under this clause, shall not exceed 60 months.

LOCAL CLAUSE EPA-B-32-103A LIMITATION OF GOVERNMENT'S OBLIGATION

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Contract line items **0001** through **0005** are severable and may be incrementally funded. For these items, the sum of **\$110,000.00** of the total price is presently available for payment and allotted to this contract.

(b) For items identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those items for the Government's convenience, approximates the total amount currently allotted for those items to the contract. The Contractor shall not continue work on those items beyond that point. Subject to the clause entitled, "Termination for Convenience of the Government," the Government will not be obligated, under any circumstances, to reimburse the Contractor in excess of the amount payable by the Government in the event of the termination of applicable contract line items for convenience including costs, profit, and estimated termination costs for those line items.

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (h) of this clause, the Contractor will notify the Contracting Officer, in writing, at least 5 days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85% of the total amount currently allotted to the contract for performance of the applicable items. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of the applicable line items up to the next scheduled date for the allotment of funds identified in paragraph (a) of this clause, or to a substitute date as determined by the Government pursuant to paragraph (d) of this clause. If, after such notification, additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause entitled "Termination for Convenience of the Government."

(d) The parties contemplate that, subject to the availability of appropriations, the Government may allot additional funds for continued performance of the contract line items identified in paragraph (a) of this clause and will determine the estimated period of contract performance which will be covered by the funds. If additional funds are allotted, the Contracting Officer will notify the Contractor in writing. The Contractor shall not resume performance of the contract line items identified in paragraph (a) until the written notice is received. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and to the new estimated period of contract performance. The contract will be modified accordingly.

(e) The Government may, at any time prior to termination, allot additional funds for the performance of the contract line items identified in paragraph (a) of this clause.

(f) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default". The provisions of this clause are limited to the work and allotment of

funds for the contract line items set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded.

(g) Nothing in this clause affects the right of the Government to otherwise terminate this contract pursuant to the contract clause entitled "Termination for Convenience of the Government".

(h) The parties contemplate that the Government may obligate funds to this contract in accordance with the following schedule:

RECAPITULATION:

	PRIOR AMOUNT	THIS MOD.	NEW AMOUNT
BASE PERIOD			
Total Maximum Amount:			\$921,726.30
Funded Amount:			\$110,000.00

(End of clause)

L-1 EPA-J-52-101 LIST OF ATTACHMENTS

ATTACHMENT 1: QUALITY ASSURANCE SURVEILLANCE PLAN

**ATTACHMENT 2: CYBERSECURITY AND PROTECTING SENSITIVE INFORMATION
TASKS**

ATTACHMENT 1
QUALITY ASSURANCE SURVEILLANCE PLAN

PERFORMANCE REQUIREMENT	PERFORMANCE MEASURE (PM)	PERFORMANCE STANDARD	SURVEILLANCE METHOD	INCENTIVES & DISINCENTIVES
<p><u>MANAGEMENT AND COMMUNICATION:</u></p> <p>The contractor shall maintain contact with the EPA CO, COR, and TOCOR throughout the performance of the contract.</p>	<p>Contractor shall immediately bring potential problems to the appropriate EPA personnel and shall recommend actions that would mitigate or resolve the problem.</p>	<p>Issues that impact project schedules and costs shall be brought to the attention of the EPA within 3-days of occurrence.</p>	<p>All active task orders will be reviewed by the EPA to identify unreported issues.</p>	<p>Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Business Relations in the Contractor Performance Assessment Reporting System (CPARS).</p>
<p><u>TIMELINESS:</u></p> <p>For every Task Order awarded establishing a firm, specific delivery date for the generation of a report, the contractor shall deliver such report to the COR, TOCOR and CO no later than the time specified in the order's PWS.</p>	<p>Deliverables and related work must comply with contractual timeliness requirements. The contractor will be evaluated on its responsiveness to all task orders.</p>	<p>95% of all deliverables and related work shall be completed on time within task schedule and/or tech. direction requirements.</p>	<p>100% inspection of all deliverables and related work by the TOCOR; TOCOR will document the timeliness of all work requirements.</p>	<p>Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Timeliness in the Contractor Performance Assessment Reporting System (CPARS).</p>
<p><u>TECHNICAL QUALITY:</u></p> <p>For every task order awarded, the analyses conducted by the contractor shall be factual, defensible, credible, and based on sound scientific methods. All data shall be collected from reputable sources and quality assurance measures shall be conducted in accordance with the agency requirements outlined in the task orders.</p>	<p>All deliverables and related work must be complete, accurate, thorough, and professionally credible.</p>	<p>Data are 100% accurate; review demonstrates a high level of expertise and credibility with regard to personnel and use of scientific methodology. Task Orders shall be conducted in strict conformance with approved QA plans. Outputs shall withstand internal review by the US EPA and outside scientific reviewers.</p>	<p>EPA Staff will conduct secondary reviews of work completed by the contractor. Feedback will be provided.</p>	<p>Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation in the category of Quality of Product or Service in the Contractor Performance Assessment Reporting System (CPARS).</p>